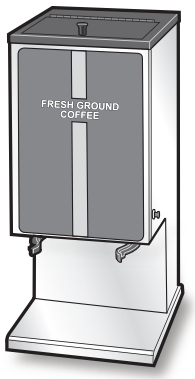
WILBUR CURTIS COMPANY, INC.

Service Manual – SHG



Model Included
SHG

IMPORTANT CAUTION: Please use this setup procedure before attempting to use this grinder. Failure to follow the instructions can result in injury or the voiding of the warranty.

Important Safeguards & Symbols

This appliance is designed for commercial use. Any servicing other than cleaning and maintenance should be performed by an authorized Wilbur Curtis service technician.

- Do NOT immerse the unit in water or any other liquid.
- To reduce the risk of fire or electric shock, do NOT open top panel. No user serviceable parts inside.
- Keep hands and other items away from hot parts of unit during operation.
- Never clean with scouring powders or harsh chemicals.

SYMBOLS

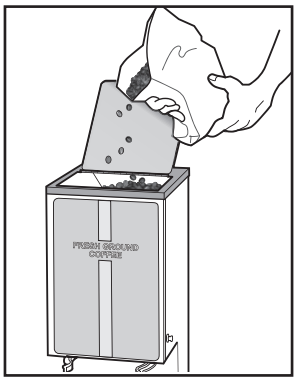
WARNINGS – To help avoid personal injury

IMPORTANT Important Notes/Cautions – from the factory

SETUP STEPS

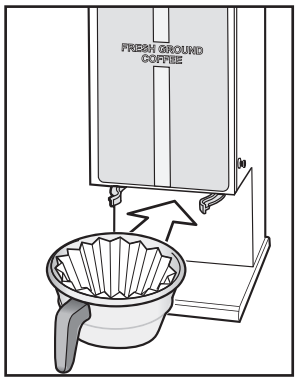
1. Install the grinder on a firm, level base in a location where it can be connected to a grounded electrical outlet of 120VAC, rated at 15 amps minimum.
2. Test the unit by running some whole bean coffee through the grinder. If any problems are encountered, refer to the troubleshooting section complete at www.wilburcurtis.com or call Technical Support at 800-995-0417.

OPERATING INSTRUCTIONS

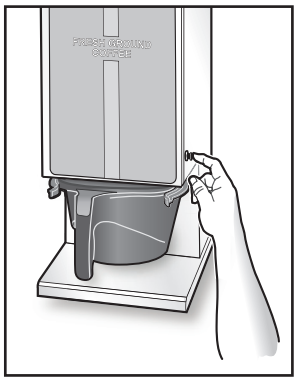


1. Lift open the top cover of the grinder and fill with fresh whole bean coffee.

Close the cover.



2. Place a new paper filter into the brew cone and insert the brew cone into the basket holder arms on the grinder.



3. On the right side of the grinder, press the grind switch. The grinder will start. It will stop at the set volume.

Make sure the motor comes to a stop before removing the brew cone.

ISO 9001:2008 REGISTERED

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www.wilburcurtis.com
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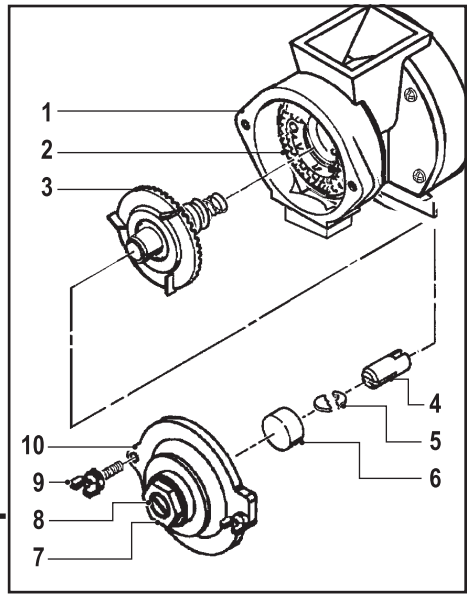
ADJUSTING THE GRINDS*

1. Empty the hopper of coffee beans. Run the grinder for a short time to clear grinding burrs of coffee.
2. Open the housing cover (10) to locate the adjustment screw (8) and lock nut (7). With a wrench, loosen the lock nut.
3. Turn the adjustment screw clockwise for a finer grind. Turn the screw counter clockwise for a more coarse grind. With the motor running, pour coffee beans into the hopper and turn the screw to make the adjustment. If you hear the grinding burrs starting to touch, immediately, back off 1/8th turn.
4. When the desired grind texture is satisfactory, hold the adjustment screw in place with the screwdriver and tighten the locknut.
5. Grind some coffee beans to confirm the adjustment.
6. Replace front cover on machine.

*This adjustment may change the amount of ground coffee dispensed.



CHANGING A BROKEN SHEAR DISK

1. Unplug the power cord.
2. Empty the hopper of beans.
3. Take out the thumb screws (9) to remove the housing cover (10).
4. Pull out the grinding burr/feed worm assembly (3). The mating half of the grinding burr set remains within the housing.
5. Separate the shear cap (6) and shear drive (4). The snapped shear disk (5) should fall from the shear drive.
6. Inspect and brush out the housing (1).. Especially look for anything that could have broken the shear disk.
7. Insert the feed worm and grinding burr onto the motor shaft.
8. Push the shear drive through the burr/feed worm assembly and align it with the tongue on the motor shaft.
9. Rotate the burr/feed worm assembly to align the slot with narrow slot on shear drive.
10. Insert a new shear disk into the slot. Cover with the shear cap.
11. Replace the grind cap and two thumb screws.

Cleaning the Coffee Grinder

CAUTION – Unplug the grinder from the electrical power source.

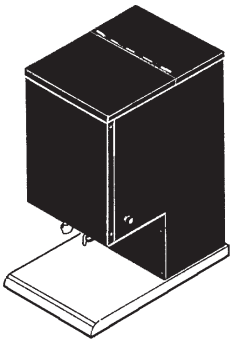
Do not use cleansers, bleach liquids, powders or any other substance containing chlorine. These products promote corrosion and will pit the stainless steel. USE OF THESE PRODUCTS WILL VOID THE WARRANTY.

1. Brush coffee grounds from the dispensing spout. Wipe off the surrounding area.
2. Make a mild cleaning solution. Mix dish washing liquid in warm water.
3. Avoid spilling liquid into the grind housing. Wipe exterior surfaces with a cloth moistened with cleaning solution.
5. Wipe exterior surfaces with a water soaked cloth to rinse off all traces of the cleaning solution.
6. Dry exterior surfaces with a clean soft cloth. Polish exterior surfaces with stainless steel polish.
8. Return power to the grinder.

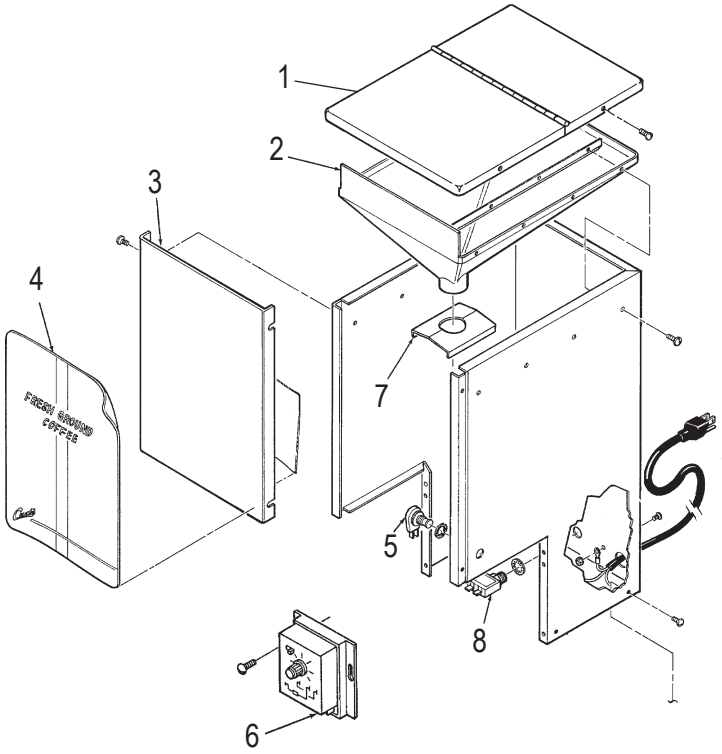
A tablet style grinder cleaner may be used to clean the inside of the grind housing, the burrs and chute. The product will eliminate taste and odor left in the grinder from grinding flavored coffee. The regular use of grind cleaner reduces the need to disassemble the grinder to clean it.

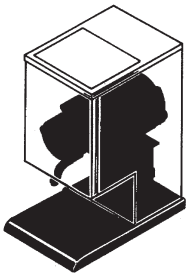
1. Empty coffee beans from the hopper. Plug power cord into the electrical outlet.
2. Place a container under the grind spout and run the grinder to empty the housing of all coffee.
3. Pour in grinder cleaner granules or tablets into the hopper (use manufacturer's recommendations).
4. Press a grind button, running the grinder until the cleaner empties from the spout.
5. Refill the grinder with whole bean coffee and run two grind cycles to purge the grind housing of residual cleaner.

PARTS DIAGRAM

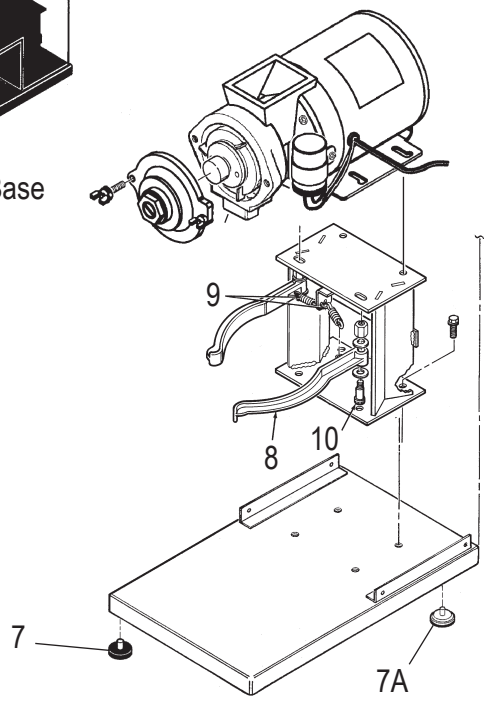


Hopper & Cover



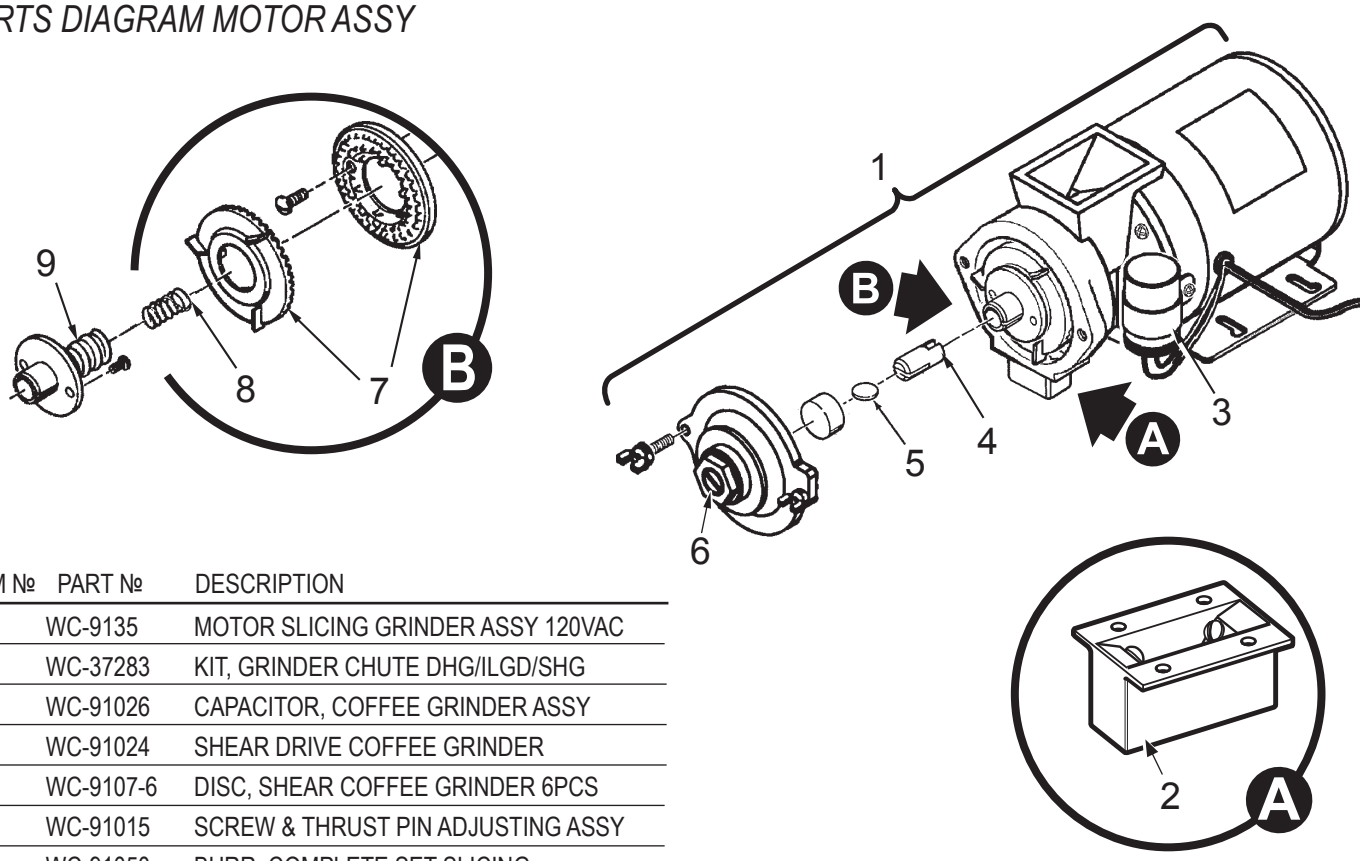


Motor & Base



ITEM №	PART №	DESCRIPTION
1	WC-9129	COVER, TOP ASSEMBLY SHG
2	WC-9117	HOPPER, COFFEE BEAN SHG
3	WC-9165	COVER, FRONT SHG
4	WC-3891	LABEL, SHG
5	WC-101	SWITCH, ON/OFF NON-LIT SPST MOMENTARY
6	WC-628	TIMER, 120V .5-60 SEC SHG
7	WC-9134	CAP SEAL, S/S
8	WC-1504	CIRCUIT BREAKER, 10A
9	WC-3503	LEG, 3/8”-16 STUD SCREW BMPR
9A	WC-3518	LEG, GLIDE 3/8”-16 STUD SCREW
10	WC-9141	BASKET HOLDER
11	WC-9155	SPRING, BASKET HOLDER
12	WC-4813	SCREW, 5/16x5/8 L SHOULDER

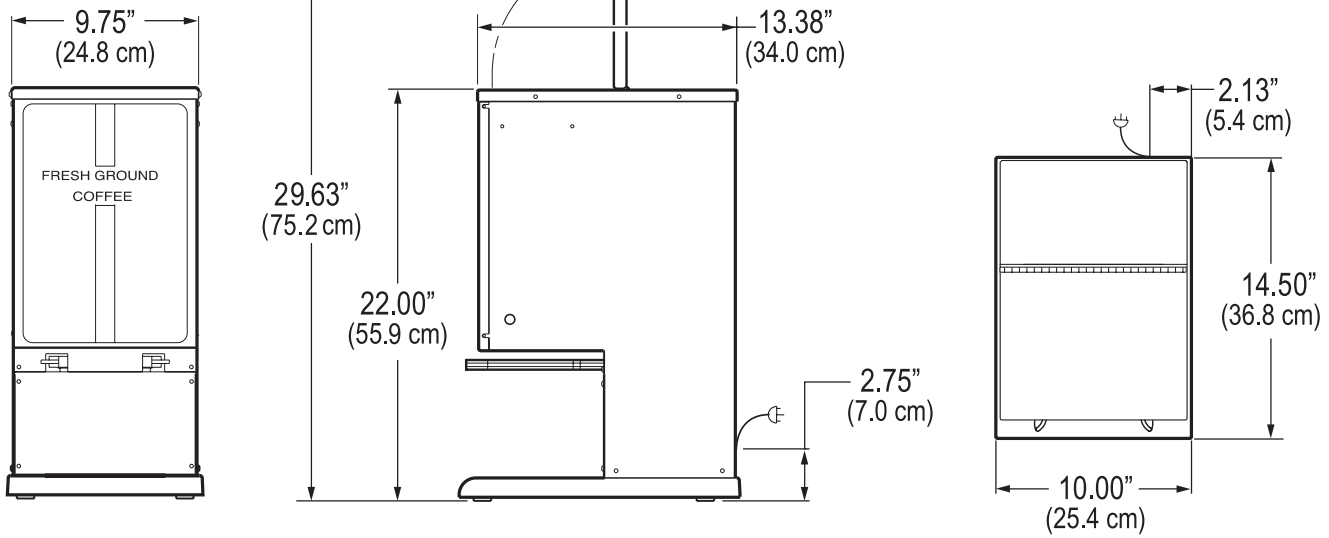
PARTS DIAGRAM MOTOR ASSY



ITEM №	PART №	DESCRIPTION
1	WC-9135	MOTOR SLICING GRINDER ASSY 120VAC
2	WC-37283	KIT, GRINDER CHUTE DHG/ILGD/SHG
3	WC-91026	CAPACITOR, COFFEE GRINDER ASSY
4	WC-91024	SHEAR DRIVE COFFEE GRINDER
5	WC-9107-6	DISC, SHEAR COFFEE GRINDER 6PCS
6	WC-91015	SCREW & THRUST PIN ADJUSTING ASSY
7	WC-91050	BURR, COMPLETE SET SLICING
8	WC-91021	SPRING, TENSION COFFEE GRINDER
9	WC-91051	FEEDWORM, SLICING GSG

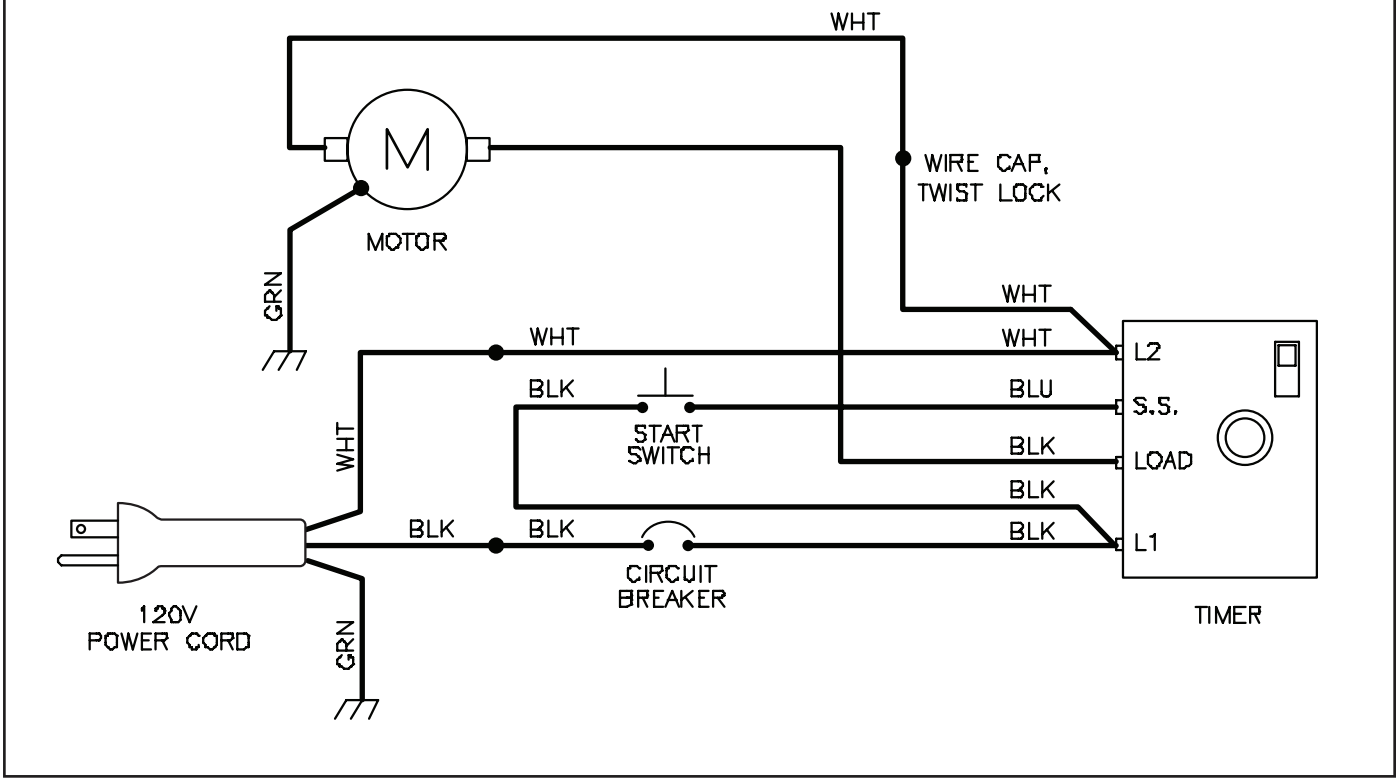
ROUGH-IN DRAWING

SHG



ELECTRICAL SCHEMATIC – SHG

DIAGRAM NO.	PART NO.	WIRES	CYCLE	HP	DRAWN BY:	CHK. BY:	APPROVED:	EDR/ECN NO.	REV.
WD–SHG–10,SLG–10	SHG–10,SLG–10 SINGLE HOPPER GRINDER	2+GND	60	1/2 H.P.	TN			3689	C
		PHASE: SINGLE	VOLTAGE: 120	AMPERAGE: 8	DATE: 8/6/99	DATE:	DATE:		



TIMER SETTING SHG

1. Take off timer cover, located behind hopper. Remove the four screws holding the cover in place. The timer is found inside this cover. Also refer to the illustrated parts diagram on page 3.
2. The timer controls are a high/low switch and a dial with a corresponding scale. The switch allows you to select a scale on the dial. The outside scale range is ½ second through 15 seconds. The inside scale range is 2 seconds to 60 seconds.
3. Test a new adjustment by grinding some coffee. When the results are satisfactory, reinstall timer cover.

Product Warranty Information

The Wilbur Curtis Company certifies that its products are free from defects in material and workmanship under normal use. The following limited warranties and conditions apply:

3 Years, Parts and Labor, from Original Date of Purchase on digital control boards.

2 Years, Parts, from Original Date of Purchase on all other electrical components, fittings and tubing.

1 Year, Labor, from Original Date of Purchase on all electrical components, fittings and tubing.

Additionally, the Wilbur Curtis Company warrants its Grinding Burrs for Forty (40) months from date of purchase or 40,000 pounds of coffee, whichever comes first. Stainless Steel components are warranted for two (2) years from date of purchase against leaking or pitting and replacement parts are warranted for ninety (90) days from date of purchase or for the remainder of the limited warranty period of the equipment in which the component is installed.
All in-warranty service calls must have prior authorization. For Authorization, call the Technical Support Department at 1-800-995-0417. Effective date of this policy is April 1, 2003.
Additional conditions may apply. Go to www.wilburcurtis.com to view the full product warranty information.

CONDITIONS & EXCEPTIONS
The warranty covers original equipment at time of purchase only. The Wilbur Curtis Company, Inc., assumes no responsibility for substitute replacement parts installed on Curtis equipment that have not been purchased from the
Wilbur Curtis Company, Inc. The Wilbur Curtis Company will not accept any responsibility if the following conditions are not met. The warranty does not cover and is void under the following circumstances:

1) Improper operation of equipment: The equipment must be used for its designed and intended purpose and function.
2) Improper installation of equipment: This equipment must be installed by a professional technician and must comply with all local electrical, mechanical and plumbing codes.
3) Improper voltage: Equipment must be installed at the voltage stated on the serial plate supplied with this equipment.
4) Improper water supply: This includes, but is not limited to, excessive or low water pressure, and inadequate or fluctuating water flow rate.
5) Adjustments and cleaning: The resetting of safety thermostats and circuit breakers, programming and temperature adjustments are the responsibility of the equipment owner. The owner is responsible for proper cleaning and regular maintenance of this equipment.
6) Damaged in transit: Equipment damaged in transit is the responsibility of the freight company and a claim should be made with the carrier.
7) Abuse or neglect (including failure to periodically clean or remove lime accumulations): Manufacturer is not responsible for variation in equipment operation due to excessive lime or local water conditions. The equipment must be maintained according to the manufacturer's recommendations.
8) Replacement of items subject to normal use and wear: This shall include, but is not limited to, light bulbs, shear disks, "0" rings, gaskets, silicone tube, canister assemblies, whipper chambers and plates, mixing bowls, agitation assemblies and whipper propellers.
9) Repairs and/or Replacements are subject to our decision that the workmanship or parts were faulty and the defects showed up under normal use. All labor shall be performed during regular working hours. Overtime charges are the responsibility of the owner. Charges incurred by delays, waiting time, or operating restrictions that hinder the service technician's ability to perform service is the responsibility of the owner of the equipment. This includes institutional and correctional facilities. The Wilbur Curtis Company will allow up to 100 miles, round trip, per in-warranty service call.

RETURN MERCHANDISE AUTHORIZATION: All claims under this warranty must be submitted to the Wilbur Curtis Company Technical Support Department prior to performing any repair work or return of this equipment to the factory. All returned equipment must be repackaged properly in the original carton. No units will be accepted if they are damaged in transit due to improper packaging. NO UNITS OR PARTS WILL BE ACCEPTED WITHOUT A RETURN MERCHANDISE AUTHORIZATION (RMA). RMA NUMBER MUST BE MARKED ON THE CARTON OR SHIPPING LABEL. All in-warranty service calls must be performed by an authorized service agent. Call the Wilbur Curtis Technical Support Department to find an agent near you.

ECN 16063 . 8/7/14@12.4 . rev E

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